

PROPERTY OWNER CONTACT FORM

Municipality: Town of Acton Project Number: 604531

Project Name: Assabet River Rail Trail

Property Owner: Radhika and Madhav Devalaraja

Property Address: 2 Colonial Path

Easement Number(s):

Deed: **Book/Page** 65971 / 202

1. First Contact:

Date: 4/6/15

Method of Contact: Delivery Service X

Remarks:

Sent letter explaining the easement acquisition process and offering appraisal site visit.
Attachments including the Federal Aid Acquisition Guide for Property Owners,
Appraiser's Affidavit and corresponding plan sheet.

2. Second Contact

Date: 4/14/15

Method of Contact: Phone

Remarks: Spoke with Madhav Devalaraja to schedule site visit with appraiser for 4/16/15 at 9AM.

3. Third Contact

Date: 4/16/15

Method of Contact: In Person

Remarks: Met on site at the easement location with the appraiser and Madhav.

4. Fourth Contact

Date: 7/8/15

Method of Contact: Certified Mail

Remarks: Mailed Written Offer and letter of Selectmen's meeting on 8/11/15 to accept the easements. Additional attachment included were: Federal Aid Acquisition Guide for Property Owners, Review Appraisal Report and Just Compensation Report, Draft Temporary Easement Agreement, Donation Certificate and Plan Sheet.

5. Fifth Contact

Date: 7/20/15

Method of Contact: Phone

Remarks: Left a voice message with Madhav to follow up on mailing.

6. Sixth Contact

Date: 7/22/15

Method of Contact: Phone

Remarks: Spoke with Madahav. He still needed to read through the material.

7. Seventh Contact

Date: 7/30/15

Method of Contact: Phone

Remarks: Spoke with Madahav to follow up. He planned to schedule time to read through and call back the next day.

8. Eighth Contact

Date: 8/04/15

Method of Contact: Phone

Remarks: Left voice message with Madahav to follow up.

9. Ninth Contact

Date: 8/07/15

Method of Contact: Phone

Remarks: Left voice message with Madahav to follow up. Received call back and scheduled an appointment to sign easement agreement at Town Hall on 8/10/15 at 8AM.

10. Tenth Contact

Date: 8/10/15

Method of Contact: In person

Remarks: Madahav and Radhika came to Town Hall to sign the easement agreement with Administrative Assistant and Public Notary, Lisa Tomy.

10. Eleventh Contact

Date: 8/26/15

Method of Contact: Certified Mail

Remarks: Mailed Just Compensation.